

Homework Guidelines for STA 4853

Importance of Homework

Homework forms a large part of your grade. There are not that many homeworks, so if you fail to hand in one of the homeworks and receive a zero for that homework, you can easily drop your grade by an entire letter grade (for example, from a B to a C). It is important to turn in all of the homeworks. (With reasonable diligence, you can earn a high homework average. Getting a high test average is more difficult and uncertain. So don't take chances.)

Submitting Your Homework

Each homework should be uploaded to Canvas as a **single** pdf file.

Late Homework

For late homework without a documented excuse, there is a 10% per day late penalty, with the penalty imposed after 11:59PM of each day. For example, if homework was due on Wednesday, and you turn it in on Thursday before 11:59PM, there is a 10% late penalty. If you turn it in on Friday before 11:59PM, there is a 20% penalty, etc.

Getting Help

You may get advice and assistance from anyone (me, TA, or fellow students) or anything on writing and running the SAS programs and interpreting their output. Similarly, if you do not understand a homework problem or some related lecture material, you may ask anyone (or anything) for explanations. But the writing and running of the final SAS programs, the choice of the correct answers, and the write-up of the assignment should be your own. If it is not, you will receive a zero for the homework, and the student you are copying from will also receive a zero. Sometimes students form study groups. It is fine if these students ask each other questions (of the sort mentioned earlier) as they do the homework. But they should not decide on their answers, or write their homework solutions or SAS code together as a group.

You should make sure to start the homework early enough so that you leave yourself time to ask for help and explanations. Help is frequently not available at the "last minute".

Writing and Arranging the Homework

Follow the guidelines below for all homework assignments in this course unless you are specifically requested to do otherwise in the homework directions. **Violations of**

these guidelines may be penalized (by deducting points) at the discretion of the grader, depending on the severity of the offense.

- The student's name (First and Last name) must be typed or written clearly on the first page of the homework.
- The solution to each problem in the homework **must** start on a new page headed by "Problem #". For instance, the solution of the third problem should start with "Problem 3".
- Problems **must** be ordered as shown in the homework instructions. That is, Problem 1 **must** be first, Problem 2 **must** be second, and so forth.
- The parts of a problem (parts (a), (b), (c), etc.) should be clearly labeled and in the correct order.
- If you use or refer to a numerical value or graph from the SAS output in a problem solution, this item should be included with the problem solution.
- Include relevant SAS output or graphs **with** each problem solution. Items that are part of a problem's solution should **not** be "attached" later, but placed where they are used.
- An exception to this: your SAS program code should be **attached to the end** of each assignment. Indicate next to each part of the program where the output from that part was used (e.g. by writing "Code for Problem 1", "Code for Problem 2", etc.). Do not include SAS code unless it contributed in some way to your homework. The SAS code should be complete (e.g. always include DATA step code which creates the data sets used in later PROC steps). Someone running this code should get exactly the same output that you did.
- Your homework should **not** contain unnecessary output or graphs. If you don't use the output in your solution, it should **not** be included (with the exceptions noted below) unless it is specifically requested in the problem statement.
- If you refer to a number from the SAS output, the table that number comes from should be included in your homework (even if you don't use the other numbers in the table). If you refer to a graph which is part of a panel of graphs, you may include the entire panel in your homework (but no more). If a table or panel of graphs is included in the solution, you must indicate exactly what numbers or graphs are being used. This may be done using circles, arrows, or clearly written prose.
- If you are not completely sure whether or not to include some piece of output in your homework, it is best to include it. Points will only be deducted for severe offenses.